TRAINING LEADERS OF CADETS COURSE

SITUATION: Conduct Training Leaders of Cadets (TLC) course to help with the development of the Cadet Program (CP) within Ohio Wing (OHWG) and fulfill senior member specialty track requirements.

MISSION: The activity provides a training session through which squadrons and groups can develop and administer a CP. Instructors throughout the wing have been asked to present information for CP officers on the following topics: CP Management, Senior/Cadet Relationships, Cadet Activities, Proper Activities Setup, Training Schedules, Physical Training, Moral Leadership, Aerospace Education, Emergency
Services, and Cadet Advisory Council. The format will be presentations and open forum discussions. The objective of the training workshop is to present information and to share what works and what doesn't work within our wing pertinent to the CP.

EXECUTION: All participants will report to Wright Patterson AFB (exact location TBD) NET 0800hrs and NLT 0830 hrs on 6 Oct 2007. All participants will be dismissed NLT 1400hrs on 7 Oct 2007. Directions will be provided upon request. Each participant must present a current membership card and two (2) copies of CAPF 60. There will NOT be an opportunity to visit Clothing Sales unless done during the Saturday lunch period. Please do not ask to be excused early to go to Clothing Sales.

Participants are expected to complete the optional on-line portions of the course prior to attending this TLC course. These portions can be found on the TLC course website on the CAPNHQ Cadet Programs website.

SUPPORT: OHWG will provide much of the needed equipment.

COMMAND AND SIGNALS: The staff and signals operations are as follows:
Course Director:
Maj. Amanda Gentry
ajgentry@gmail.com
937-239-0297

Course Instructors:
TBD

GENERAL INFORMATION
CONDUCT: All participants are responsible for behaving in a manner reflecting credit upon themselves and the Civil Air Patrol. Misconduct may subject a participant to dismissal from the activity.

EQUIPMENT: Participants must bring anything that is required to take notes (pen/pencil, notepad, etc…). TLC course materials can also be found on the

CAP NHQ Cadet Programs page under the TLC course section. A course binder with printouts of the powerpoint slides and exercises will be provided.

MINIMUM REQUIREMENTS: All participants must be registered and present membership cards and two (2) CAPF 60's on reporting. If a membership card is not available, the participant must have a copy of his/her listing on the current OHWG MML, downloaded via CAPWATCH that day. **Members must notify the Course Director if expecting to participate by email or phone NLT 24Sep2007**. No late applications will be accepted, due to base entry requirements. Level 1 of the Senior Member Program must be completed prior to attendance.

There will be a $5 activity fee to help cover the cost of refreshments and printed materials. This is payable at check-in by check or cash.

The following information is required to register:
Name
Grade
Unit
SSN (for base entry purposes only)
Number of years in CAP
Specialty Tracks/Levels
Years of prior military experience, highest grade earned
Years of prior CAP Cadet experience, highest grade earned
Any specific areas of interest/discussion that the participant would like addressed during the course

All applicants will be confirmed for participation by email. Unit Commanders will be copied on the acceptance email.

SPENDING MONEY: Breakfast both days and an afternoon snack will be provided. Lunch/dinner is the responsibility of the participant. The participants may choose to have a working lunch on Saturday/Sunday in order to have shorter days.

TRANSPORTATION: Transportation to and from the activity is a unit/individual responsibility.

UNIFORM: SS blues (no tie/tie tab) or appropriate alternate uniform. No flight suits or BDUs.

LODGING: Hotels and other local lodging are at individual expense. No overnight stays may be made at Bldg 1222. A list of local recommended hotels can be provided upon request from the course director.